

Community Supports Waiver Webinar

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MARYLAND
Department of Health

Agenda

- DDA Overview
- DDA Community Supports Waiver
 - ✓ Overview
 - ✓ Goals
 - ✓ Proposed Services
- Next Steps

Developmental Disabilities Administration

DDA's Essential Focus Areas for Community Living include:

- Self-Determination
- Self-Advocacy
- Supporting Families
- Employment
- Independent Supported Living

Developmental Disabilities Administration

DDA's home and community-based services waiver programs include:

- Community Pathways – comprehensive waiver that includes various employment, meaningful day, residential services, and supports services
- Family Supports Waiver – capped waiver to support families with children on the DDA Waiting List.
(New program to being January 2018)
- **Community Supports Waiver** - capped waiver to support individuals of all ages on the DDA Waiting List.
(New program to being January 2018)

Community Supports Waiver

The Governor's approved FY 2018 budget for the Developmental Disabilities Administration included:

- \$5 million Total Funds (\$2.5m General Funds + \$2.5m Federal Funds)
- To create a new **capped support waiver** for individuals waiting for services on the DDA Waiting List



Community Supports Waiver

- Support people on the DDA waiting list ***of any age***
- 400 individuals and families
- Variety of community-based service options including employment, meaningful day, and support services
- Implementation to begin January 2018
- \$25,000 annual per person service funding cap
- All services must be provided in settings that meet the federal Community Settings requirements

Community Supports Waiver

Goals include providing:

- Innovative service options aimed at providing supports that build on the DDA's existing Community of Practices of Employment and Supporting Families;
- Participant and family self-direction opportunities;
- Flexibility for participants and families to move dollar amounts among line items within their approved person-centered plan to meet the emerging and changing needs of the participant and family; and
- Short-term exceptions to the overall budget caps based on short-term care needs.

Employment and Meaningful Day Services

As an Employment 1st State, our Employment and Meaningful Day services are predicated on the belief that all individuals with developmental disabilities can work when given the opportunity, training and supports that build on an individual's strengths. Employment should be the first choice but not the only choice. Services include:

Supported Employment	Community Development Services
Transitional Employment Services	Day Habilitation
Employment Discovery and Customization	Medical Day Care

Supported Employment Services

- Supported Employment services include a variety of supports to help an individual identify career and employment interest, as well as to find and keep a job.
- Supported Employment activities include:
 - ✓ Individualized job development and placement;
 - ✓ On-the-job training in work and work-related skills;
 - ✓ Facilitation of natural supports in the workplace;
 - ✓ Ongoing support and monitoring of the individual's performance on the job;
 - ✓ Training in related skills needed to obtain and retain employment such as using community resources and public transportation;
 - ✓ Negotiation with prospective employers; and
 - ✓ Self-employment supports.



Supported Employment Services

- Supported Employment services include:
 - ✓ Support services that enable the participant to gain integrated employment;
 - ✓ Transportation to, from, and within the activity; and
 - ✓ Personal care assistance can be provided during supported employment activities so long as it is not the primary or only service provided. Personal care assistance is defined as services to assist the participant in performance of activities of daily living and instrumental activities of daily living.



Transitional Employment Services

- Transitional Employment Services are time limited services to help individuals learn skills to work in competitive integrated employment.

- Transitional Employment Services provide the participant with opportunities to develop skills related to work in a competitive employment position in an integrated community environment including, but not limited to, learning:
 - ✓ skills for employment, such as time-management and strategies for completing work tasks;
 - ✓ socially acceptable behavior in a work environment;
 - ✓ effective communication in a work environment; and
 - ✓ self-direction and problem-solving for a work task.

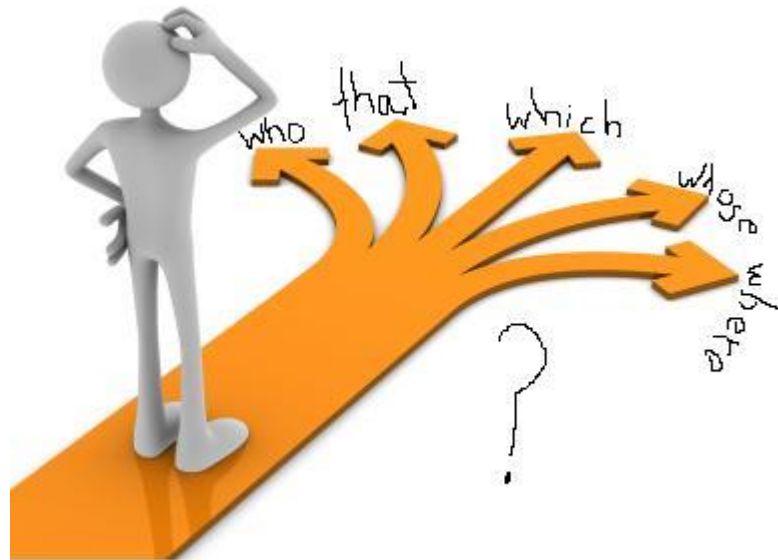
Transitional Employment Services

- Transitional Employment Services includes
 - ✓ Facility-Based Employment Supports;
 - ✓ Small Group Employment Supports; and
 - ✓ Large Group Employment Supports.



Employment Discovery & Customization

- Employment Discovery and Customization services are time limited services to identify and develop customized employment options for individual working towards competitive integrated employment.



Employment Discovery & Customization

- **Employment Discovery** is a time-limited comprehensive, person-centered, community-based employment planning process and activities include:
- ✓ Visits to the individual's home;
 - ✓ Assessment of the community surrounding their home;
 - ✓ Work skills and interest inventory;
 - ✓ Community-based job trials and community-based situations in order to identify skills, interest, and learning style;
 - ✓ Identification of the ideal conditions for employment for the individual; and
 - ✓ Development of an Employment Discovery Profile with all pertinent information about the individual's skills, job preferences, possible contributions to an employer, and useful social networks. The profile may also include a picture or written resume.



Employment Discovery & Customization

- **Customization** is support to assist an individual to obtain a negotiated competitive integrated job. The Customization process and activities include:
 - ✓ The use of the individual's social network, community resources and relationships, the American Job's Centers, and provider business contacts to identify possible employers; and
 - ✓ Flexible strategies designed to assist in obtaining a negotiated competitive integrated job including: (a) job development, (b) job carving, (c) job sharing, and (d) self-employment and other national recognized best practices, based on the needs of both the job seeker and the business needs of the employer.



Community Development Services

- Community Development Services provide the participant with development and maintenance of skills related to community membership through engagement in community-based activities with people without disabilities.



Community Development Services

- Community-based activities under this service will provide the participant with opportunities to develop skills and increase independence related to community integration including:
 - ✓ Promoting positive growth and developing the skills and social supports necessary to gain, retain or advance competitive integrated employment opportunities;
 - ✓ Learning socially acceptable behavior; and
 - ✓ Learning self-advocacy skills.



Community Development Services

- Community Development Services may include, but are not limited to, participation in the following activities:
 - ✓ Engagement in activities that facilitate and promote integration and inclusion of an individual into their chosen community; including identifying a path to employment for working age individuals;
 - ✓ Travel training;
 - ✓ Participating in self-advocacy classes and activities;
 - ✓ Participating in local community events; and
 - ✓ Volunteering within a non-profit organization whose mission the person supports.

Community Development Services



- Community Development Services include:
 - ✓ Support services that enable the participant to learn, develop, and maintain skills related to competitive employment, community integration, volunteer with an organization, or perform a paid or unpaid internship;
 - ✓ Transportation to, from, and within activities; and
 - ✓ Personal care assistance can be provided during community activities so long as it is not the primary or only service provided. Personal care assistance is defined as services to assist the participant in performance of activities of daily living and instrumental activities of daily living;.

Day Habilitation Services

- Day Habilitation services provide the participant with development and maintenance of skills related to activities of daily living, instrumental activities of daily living, vocation and socialization, through application of formal teaching methods and participation in meaningful activities.
- Services are provided at an agency's site and in the community.



Day Habilitation Services

- Meaningful activities under this service will provide the participant with opportunities to develop skills related to the learning new skills, building positive social behavior and interpersonal skills, greater independence, and personal choice including, but not limited to:
 - ✓ Learning skills for employment;
 - ✓ Learning socially acceptable behavior;
 - ✓ Learning effective communication;
 - ✓ Learning self-direction and problem solving;
 - ✓ Engaging in safety practices;
 - ✓ Performing household chores in a safe and effective manner; and
 - ✓ Performing self-care.



Day Habilitation Services

- Day habilitation services may include, but are not limited to, participation in the following meaningful activities:
 - ✓ Learning general skills that can be used to do the type of work the person is interested in;
 - ✓ Participating in self-advocacy classes/activities;
 - ✓ Participating in local and community events;
 - ✓ Volunteering within a non-profit organization whose mission the person supports;
 - ✓ Training and supports designed to maintain abilities and to prevent or slow loss of skills for individuals with declining conditions; and
 - ✓ Transportation services.

Day Habilitation Services

- Day Habilitation Services include:
 - ✓ Support services that enable the participant to participate in the activity;
 - ✓ Transportation to, from, and within the activity; and
 - ✓ Personal care assistance can be provided during day habilitation activities so long as it is not the primary or only service provided. Personal care assistance is defined as services to assist the participant in performance of activities of daily living and instrumental activities of daily living.

Medical Day Care Services

- Medical Day Care (MDC) is a medically supervised day program.
- Medical Day Care includes the following services:
 - ✓ Health care services;
 - ✓ Nursing services;
 - ✓ Physical therapy services;
 - ✓ Occupational therapy services;
 - ✓ Assistance with activities of daily living such as walking, eating, toileting, grooming, and supervision of personal hygiene;
 - ✓ Nutrition services;
 - ✓ Social work services;
 - ✓ Activity Programs; and
 - ✓ Transportation services.



Support Services

Assistive Technology and Services	Individuals and Family Directed Goods and Services
Behavioral Support Services	Participant Education, Training, and Advocacy Supports
Environmental Assessments	Personal Supports
Environmental Modifications	Respite Care Services
Family Caregiver Training and Empowerment Services	Transportation
Family and Peer Mentoring Supports	Vehicle Modifications

Assistive Technology and Services

- Assistive technology means an item, piece of equipment, or product system. It can be acquired commercially, modified, or customized.
- Helps maintain or improve an individual's functional abilities, enhance interactions, support meaningful relationships, promote ability to live independently, and meaningfully participate in their community



- Speech and communication devices also known as augmentative and alternative communication devices (AAC) such as speech generating devices, text-to-speech devices and voice amplification devices;
- Blind and low vision devices such as video magnifiers, devices with optical character recognizer (OCR) and Braille note takers;
- Deaf and hard of hearing devices such as alerting devices, alarms, and assistive listening devices;

Assistive Technology and Services

Assistive technology devices include:

- Devices for computers and telephone use such as alternative mice and keyboards or hands-free phones;
- Environmental control devices such as voice activated lights, lights, fans, and door openers;
- Aides for daily living such as weighted utensils, adapted writing implements, dressing aids;



Assistive Technology and Services

Assistive technology devices include:

- Cognitive support devices such as task analysis applications or reminder systems;
- Remote support devices such as remote health monitoring and personal emergency response systems; and
- Adapted toys and specialized equipment for children such as specialized car seats and adapted bikes.



Assistive Technology and Services



**Need
Help?**

Assistive technology services include:

- Assistive Technology needs assessment;
- Training or technical assistance for the individual and their support network including family members;
- Repair and maintenance of devices and equipment;
- Programming and configuration of devices and equipment;
- Coordination and use of assistive technology devices and equipment with other necessary therapies, interventions, or services in the person centered plan; and
- Services consisting of purchasing or leasing devices.

Behavioral Support Services

Behavioral Support services includes:

- Behavioral Assessment - identifies a participant's challenging behaviors and identifies co-occurring mental health issues that contribute to those behaviors, by collecting and reviewing relevant data, discussing the information with the participant's support team, and developing a Behavior Plan, if needed;
- Behavioral Consultation - services that oversee and monitor the implementation of recommendations developed under the Behavioral Plan; and
- Brief Support Implementation Services - time limited service to provide direct assistance and modeling to families, support staff, and caregivers so they can independently implement the Behavior Plan.



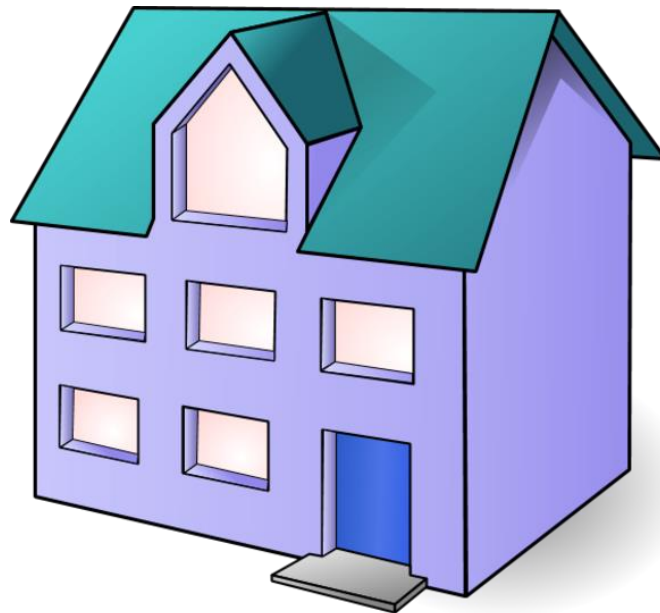
Environmental Assessment

- On-site assessment with the individual at their primary residence to determine if *environmental modifications or assistive technology* may be necessary.

- Environmental assessment includes:
 - ✓ an evaluation of the individual;
 - ✓ environmental factors in the home;
 - ✓ the individual's ability to perform activities of daily living;
 - ✓ the individual's strength, range of motion, and endurance;
 - ✓ the individual's need for assistive technology and or modifications;
and
 - ✓ the individual's support network including family members' capacity to support independence.

Environmental Modification

- Physical modifications to the home based on an assessment designed to support the individual's efforts to function with greater independence and/or to create a safer, healthier environment.



Environmental Modification

- Environmental Modifications include but are not limited to:
 - ✓ Installation of grab bars;
 - ✓ Construction of access ramps and railings;
 - ✓ Installation of detectable warnings on walking surfaces;
 - ✓ Alerting devices for individual who has a hearing or sight impairment;
 - ✓ Adaptations to the electrical, telephone, and lighting systems;
 - ✓ Generator to support medical and health devices that require electricity;
 - ✓ Widening of doorways and halls;



Environmental Modification

- Environmental Modifications *continued*:
 - ✓ Door openers;
 - ✓ Installation of lifts and stair glides such as overhead lift systems and vertical lifts;
 - ✓ Bathroom modifications for accessibility and independence with self-care;
 - ✓ Kitchens modifications for accessibility and independence;



Environmental Modification

- Environmental Modifications *continued*:
 - ✓ Alarms or locks on windows, doors, and fences; protective padding on walls, floors, or pipes; Plexiglas, safety glass, a protected glass coating on windows; outside gates and fences; brackets for appliances; raised/lowered electrical switches and sockets; and safety screen doors which are necessary for the health, welfare, and safety of the individual;
 - ✓ Training on use of modification; and
 - ✓ Service and maintenance of the modification.



Family Caregiver Training & Empowerment Services

- Education and support (based on the family/caregiver's unique needs) to preserve the family unit and increase confidence, stamina and empowerment.
- This service includes educational materials, training programs, workshops and conferences, and transportation to and from training that help the family caregiver to:
 - ✓ Understand the disability of the person supported;
 - ✓ Achieve greater competence and confidence in providing supports;
 - ✓ Develop and access community and other resources and supports;
 - ✓ Develop or enhance key parenting strategies;
 - ✓ Develop advocacy skills; and
 - ✓ Support the person in developing self-advocacy skills



Family and Peer Mentoring

- Family and Peer Mentoring Supports provide mentors who have shared experiences as the participant, family, or both participant and family and who provide support and guidance to the participant and his or her family members.
- Family and Peer mentors explain community services and programs and suggest strategies to the waiver participant and family to achieve the waiver participant's goals.
- It fosters connections and relationships which builds the resilience of the participant and his or her family.



Family and Peer Mentoring

- These services provide information, resources, guidance, and support from an experienced peer mentor, parent or other family member to a peer, another parent or family caregiver who is the primary unpaid support to the participant.
- Family and Peer Mentoring Supports services encourage participants and their family members to share their successful strategies and experiences in navigating a broad range of community resources beyond those offered through the waiver with other waiver participants and their families.



Individual and Family Directed Goods and Services

- Services, equipment, or supplies for self-directing participants that:
 - ✓ Relate to a need or goal identified in the person-centered plan;
 - ✓ Maintain or increase independence;
 - ✓ Promote opportunities for community living and inclusion; and
 - ✓ Not available under a waiver service or State Plan service



Individual and Family Directed Goods and Services

- Must meet the following requirements:
- ✓ the item or service would decrease the need for other Medicaid services; AND/OR
- ✓ promote inclusion in the community; AND/OR
- ✓ increase the participant's safety in the home environment; AND
- ✓ the participant does not have the funds to purchase the item or service or the item or service is not available through another source.

Participant Education, Training & Advocacy Supports

- Training programs, workshops and conferences that help the person develop self-advocacy skills, exercise civil rights, and acquire skills needed to exercise control and responsibility over other support services.
- Covered expenses may include:
 - ✓ Enrollment fees,
 - ✓ Books and other educational materials, and
 - ✓ Transportation related to participation in training courses, conferences and other similar events.



Personal Supports

- Services assist individuals who live in their own or family homes in acquiring and building the skills necessary to maximize their personal independence including:
 - ✓ In home skills development such as budgeting and money management; completing homework; maintaining a bedroom for a child or home for an adult; being a good tenant; cooking; personal care; house cleaning/chores; and laundry;



Personal Supports

- ✓ Community integration and engagement skills development needed to be part of a family event or community at large.
- ✓ Development of skills or provide the supports making it possible for individuals and families to lead full integrated lives
 - Examples include: grocery shopping; getting a haircut; using public transportation; attending school or social events; joining community organizations or clubs; any form of recreation or leisure activity; volunteering; and participating in organized worship or spiritual activities); and
- ✓ Personal care assistance services during in home skills development and community activities.



Respite Care Services

- Short-term care intended to provide both the family and the individual with a break from their daily routines.
- Respite relieves families from their daily care giving responsibilities, while providing the individual with new opportunities, experiences, and facilitates self-determination
- Respite can be provided in:
 - ✓ the individual's own home,
 - ✓ the home of a respite care provider,
 - ✓ a licensed residential site,
 - ✓ State certified overnight or youth camps, and
 - ✓ other settings and camps as approved by DDA



Transportation Services

- Transportation services are designed specifically to improve the person's and the family caregiver's ability to access community activities within their own community in response to needs identified through the individual's person-centered plan.



Knowledge
is
power!



Transportation Services

- Transportation services can include:
 - ✓ Orientation services in using other senses or supports for safe movement from one place to another;
 - ✓ Mobility such as transportation coordination and accessing resources;
 - ✓ Travel training such as supporting the individual and family in learning how to access and utilize informal, generic, and public transportation for independence and community integration;
 - ✓ Transportation services provided by different modalities, including: public and community transportation, taxi services, transportation specific prepaid transportation cards, mileage reimbursement, volunteer transportation, and non-traditional transportation providers; and
 - ✓ Purchase of prepaid transportation vouchers and cards such as the Charm Card and Taxi Cards.



Vehicle Modifications

- Adaptations or alterations to a vehicle that is the individual's or child's family's primary means of transportation.
- Vehicle modifications are designed to accommodate the needs of the individual and families and enable them to integrate more fully into the community and to ensure the health, welfare and safety and integration by removing barriers to transportation.



Vehicle Modifications

- Vehicle modifications may include:
- ✓ Assessment services to (a) help determine specific needs of the individual as a driver or passenger, (b) review modification options, and (c) develop a prescription for required modifications of a vehicle;
- ✓ Assistance with modifications to be purchased and installed in a vehicle owned by or a new vehicle purchased by the individual, or legally responsible parent of a minor or other caretaker as approved by DDA;
- ✓ Non-warranty vehicle modification repairs; and
- ✓ Training on use of the modification.



Self-Direction Supports

Support Broker Services	Fiscal Management Services
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Support Brokering Services

- Support Broker Services are employer related information and assistance for a participant in support of self-direction to make informed decisions related to day-to-day management of their services and budget.



MySupport
BROKER

Support Brokering Services

- Information may be provided to participant about:
 - ✓ Roles and responsibilities and functioning as the common law employer;
 - ✓ The process for changing the person-centered plan and budget;
 - ✓ The grievance/complaint process;
 - ✓ Risks and responsibilities of self-direction;
 - ✓ Policy on Reportable Incidents and Investigations (PORII);
 - ✓ Free choice of staff/employees;
 - ✓ Individual rights; and
 - ✓ The reassessment and review schedules.



Support Brokering Services

- Assistance, if chosen by the participant, may be provided with:
 - ✓ initial planning and start-up activities;
 - ✓ practical skills training (e.g., hiring, managing and terminating workers, problem solving, conflict resolution);
 - ✓ development of risk management agreements;
 - ✓ recruiting, interviewing, and hiring staff;
 - ✓ staff supervision and evaluation;
 - ✓ firing staff;
 - ✓ participant direction including risk assessment, planning, and remediation activities; and
- managing the budget.



Fiscal Management Services

- Fiscal Management Services (FMS) purposes include:
 - ✓ To address federal, State and local employment tax, labor and workers' compensation insurance rules and other requirements that apply when the participant functions as the employer of workers; and
 - ✓ To make financial transactions on behalf of the participant when the participant has budget authority.



Fiscal Management Services

- FMS assists the participant or legally authorized representative to:
 - ✓ Manage and direct the disbursement of funds contained in the participant-directed budget;
 - ✓ Facilitate the employment of staff by the participant or legally authorized representative, by performing as the participant's agent such employer responsibilities as verifying provider qualifications, processing payroll, withholding federal, State, and local tax and making tax payments to appropriate tax authorities; and
 - ✓ Perform fiscal accounting and make expenditure reports to the participant or family and State authorities.



Fiscal Management Services

Employer Authority tasks such as:

- Assisting the participant in verifying workers' citizenship or legal alien status (e.g., completing and maintaining a copy of the BCIS Form I-9 for each support service worker the participant employs);
- Assisting the participant to verify provider certifications, trainings and licensing requirements;
- Conducting criminal background checks;
- Collecting and processing timesheets of support workers;
- Operating a payroll service, (including process payroll, withholding taxes from workers' pay, filing and paying Federal (e.g., income tax withholding, FICA and FUTA), state (e.g., income tax withholding and SUTA), and, when applicable, local employment taxes and insurance premiums; and
- Distributing payroll checks



Fiscal Management Services

Budget Authority tasks such as:

- Acting as a neutral bank, receiving and disbursing public funds, tracking and reporting on the participant's budget funds (received, disbursed and any balances);
- Maintaining a separate account for each participant's participant-directed budget;
- Tracking a participant funds, disbursements and balancing participant funds;
- Processing and paying invoices for goods and services approved in the service plan; and
- Preparing and distributing reports (e.g., budget status and expenditure reports) to participants, DDA, and other entities as requested.



DDA Website Information

➤ **COMMUNITY SUPPORTS Waiver**

https://dda.health.maryland.gov/Pages/Community_Supports_Waiver.aspx

- ✓ *Community Supports Waiver Federal Application – **coming soon***
- ✓ *Community Supports Waiver – Frequently Asked Questions – **coming soon***

Next Steps

- Community Supports Waiver federal application will be posted to the Developmental Disabilities Administration (DDA) website on August 14, 2017
- Official Public Input Process – August 14, 2017 through September 12, 2017
- State review of input for consideration of final revisions – September 2017
- Waiver Application Submission to CMS - October 1, 2017
- Respond to CMS questions – October through December 2017
- Projected CMS approval – December 2017
- Projected effective date – January 2018

QUESTIONS



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